

Our ref: RCL/JHA/BCH/KDE

21 May 2024

Dear Parent/Carer

Re: Examination Results and Plume College Registration Day 2024

I hope this correspondence finds both you and your family well.

I would like to take this opportunity to outline the arrangements for the Summer Examinations Results Days for Years 11-13, as well as the subsequent Plume College Registration Day. Our intention is to provide an opportunity for all our students to come into the academy to collect their results and liaise with relevant staff should they wish to.

The examination results will be available for collection from the sports area of our Fambridge Road Campus on the dates and times outlined below:

Year 12 and Year 13 – A Level/AS/Level 3 BTEC/Cambridge Technical Results

Thursday 15 August 2024

Venue: The Sports Hall • **Year 13 – from 8.30 am** • **Year 12 - from 9.30 am**

Year 11 - GCSE/Level 2 BTEC/Cambridge National Results

Thursday 22 August 2024

Venue: The Sports Hall • **Year 11 (and College GCSE results) from 9.00 am**

Plume College Registration Day for students in Year 11 only - Thursday 22 August 2024

Venue: Plume College • 10.00 am – 12 noon

Plume College second Registration Day for Year 11 – Friday 23 August 2024

Venue: College area • 10.00 am - 2.00 pm

- This second Registration Day is for students who are unable to register on Thursday 22 August 2024, **and is by appointment only.**
- For an appointment, please call the Plume College Office on 01621 879830, or email Mrs Demes, College Manager via k.demes@plume.essex.sch.uk.

Year 11 students are reminded that they must formally register with us to confirm their place at Plume College or alternatively, we would be grateful if they emailed Mrs Demes, College Manager, via k.demes@plume.essex.sch.uk if they do not wish to take up their place with us.

Since the introduction of linear A levels, it is vital for their future success that prospective Year 12 students have the correct academic prior attainment to support learning at a higher level. Where students have not met subject entry requirements, staff will be on hand to discuss alternative option choices. We recommend students discuss their post-16 options with staff on Thursday 22 August 2024 and then go away to reconsider their options before returning to Plume College for a follow-up appointment on Friday 23 August 2024.

It is vital that a student is enrolled onto the correct course based on their GCSE prior attainment and that they have time to research available options before a final decision is made. Should students foresee any issues with collecting examination results and/or enrolling for Plume College, they are advised to contact Mrs Demes in the College Office.

It is extremely important that students are fully aware of the expectations for these days to ensure they run as smoothly and efficiently as possible.

If your child is unable to collect their Summer examination results, there are two options.

- Should they wish to receive their results via post then please ensure they **submit a stamped-addressed envelope to the Examinations Office prior to the end of the academic year.**
- Alternatively, students are permitted to arrange for a relative or friend to collect these results on their behalf. **If this option is to be used, a signed written letter or an email from the student, not a parent or carer, must be provided, giving the name of the person who will collect their results.** The nominated person will need to bring that letter/email with them, together with photographic identification. Unfortunately, without this information, we will not be able to release their examination results.

Please be aware that, due to the Data Protection Act 2018, we are unable to issue results by email, text or telephone.

Thank you for taking the time to read this letter and if you have any ensuing queries about anything relating to examination results, please email Mrs Chittock, Examinations Officer, via exams@plume.essex.sch.uk. Alternatively, if you have any questions relating to Plume College, please email Mr Hallam, Head of College, via j.hallam@plume.essex.sch.uk

I hope that this communication answers many of your questions regarding the Summer Examinations Results Days and thank you for your ongoing support.

Yours sincerely



Mrs R Clark
Joint Head of Academy

Plume School is registered in England & Wales under number 7849731 | Registered Office: Plume School, Fambridge Road, Maldon, Essex, CM9 6AB
'Plume - Maldon's Community Academy' is the trading name of Plume School

Plume, working with:

